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LOGISTICS SERVICES DIVISION
WEEKLY REPORT
PERIOD ENDING 28 DECEMBER 1983

I. Progress Report on Tasks Assigned by the DCI/DDCI:

No items this reporting period.

II. Items/Events of Major Interest:

a. Major Water Leaks: The cold weather played havoc with three external buildings, with major water leaks reported in the Map Library, Office of Central Reference, [redacted] on Monday, 26 December 1983, and at Central and South Buildings, occupied by the Office of Technical Service (OTS), on Tuesday, 27 December.

The water in the Map Library was mopped up and dehumidifiers were brought in to hasten the drying process. Since the sprinkler system was activated, maps on the tops of cabinets were soaked as were those stored close to the floor where water accumulated. The extent of damage is unknown at this time. An Agency photographer was dispatched Tuesday morning to take pictures of the area.

GSA reported on Tuesday afternoon that their employees were on the scene at Central and South Buildings cleaning up and making necessary repairs.

b. [redacted] Building: The installation of guard and receptionist stations was completed on 21 December 1983. Due to the decision by the Office of Security to post a guard at the rear entrance, a matching desk has now been ordered for this position.

c. Redesign of CONIF Space: A coordinated plan to provide specialized workstations, accessible storage, and defined work areas was developed and specified for OL/CONIF. Proposals were approved, and orders are being processed.

d. Meeting Cancelled: The regular weekly priority meeting of the Space Maintenance and Facilities Branch, OL/LSD, and GSA was cancelled at the request of GSA because most of their shop foremen were on leave.

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e. Renovations at Headquarters Building: The Carpenter and Paint Shops have completed their work in Room 7D19 for the DCI Administrative Office. Installation and capping of electrical and telephone outlets is in progress.

The carpenters and electricians have completed their work in Room 4F24 for the Office of East Asian Analysis, DDI, and the area is presently being painted.

f. Drawings - Headquarters Building: Drawings were completed and issued to SM&FB to create an additional office for a supervisor in Room 2G18 for the Office of Global Issues, DDI.

Drawings of Room BD2807/09 for the Office of Data Processing, DDA, were completed and issued to the Headquarters Engineering Branch, Real Estate and Construction Division, OL.

g. Surveys at Headquarters Building: Rooms 3E48/3E54 were surveyed and proposals made for renovations. A security survey still has to be completed.

Rooms 3G22/3G30 were surveyed and design proposals were submitted to the Office of Global Issues, DDI.

III. Significant Events Anticipated During the Coming Week:

No items this reporting period



Chief
Logistics Services Division

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